

## **MEETING MINUTES**

### **MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall – Committee Conference Room Wednesday, December 3, 2014**

- I. **Call to Order and Roll Call** Chair Beard called the meeting to order at 7:00 p.m.  
Present: Chair Beard, Vice Chair Batilo, Commissioners Leon, Maglalang, Manassau, Rosario  
  
Alternate Commissioners Present: Kathapurkar, Sharma, Bilbao  
  
Absent: Mohsin, Truong
- II. **Seating of Alternates** – Commissioners Kathapurkar and Sharma
- III. **Pledge of Allegiance** – Chair Beard led the Pledge of Allegiance.
- IV. **Approval of Agenda** – Commissioner Maglalang motioned, and Commissioner Leon seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of November 5, 2014** – Commissioner Maglalang motioned, and Commissioner Manassau seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – Two speakers from the Emergency Preparedness Commission were present to invite the commissioners to attend a Strategic Actions for Emergencies (SAFE) program class being held sometime in April. The class provides citizens with basic emergency training and safety procedures and how to fill in gaps when Police and Fire Department personnel are not available. Their goal for 2015 is to get as many commissioners signed up for the class as possible.
- VII. **Announcements** – Staff Liaison Felix Reliford said the CDBG policies and funding priorities will be reviewed at the December 16 city council meeting. Commissioner Maglalang presented Mr. Reliford with a few departing gifts. Chair Beard asked about Mr. Reliford's replacement and Planning Director Steven McHarris said the department is going through a recruitment process and there are some good candidates.
- VIII. **Liaison Report** – no report
- IX. **Commissioners' Round Table** – Commissioner Leon said the PA system in the council chambers is not clear and Mr. Reliford said he will email the Information Services department to let them know. Vice Chair Batilo said there will be an e-waste recycling event on January 17 from 10-11:00 am.
- X. **New Business:**
  - A. **Review of CAC Work Plan 2015**

Mr. Reliford distributed a copy of the 2014 CAC work plan and the commissioners reviewed it and agreed to the following: for CDBG process add discussion in January and Results Review in April, for Make a Difference Day add discussions in May and July and Results Review in November, for CAC budget add discussions in February and May, and for Town Hall meeting add discussion of this item in January.

Commissioner Maglalang motioned, and Chair Batilo seconded, to approve the 2015 CAC work plan. The motion carried unanimously.

## **XI. Unfinished Business**

### **A. Report from Tree Planting Subcommittee-Our City Forest Meeting**

Commissioner Kathapurkar said the subcommittee members met with Our City Forest (OCF) staff to see what types of services they provide and how they work with other cities to see about the possibility of working with them in Milpitas.

OCF received a grant that restricts plantings to a three mile radius of San Jose and a small portion of the area is in Milpitas. They have trees and volunteers but the City would need to determine how much money it is willing to match as they are required by the state to have matching funding. The cost is approximately \$50 per tree.

Commissioner Kathapurkar said OCF has a list of approved trees and Jacaranda is not on the list because it is not frost friendly. He was told there are challenges with planting on the city border, including the lack of water sources and possible gas lines, and OCF recommended planting trees in parks, trails or schools for better maintenance of the trees.

City Manager Tom Williams was present and said he likes the idea they had of starting with entry corridors of the city, creating grand entry points. He and Mr. McHarris have discussed hiring a landscape architect that can advise the CAC and come up with a comprehensive plan. Mr. Williams said the City is not opposed to trees but said there needs to be a plan to be effective.

Mr. Williams added that many development projects have to provide a community benefit and that one developer donated \$250,000 to First 5 as a community benefit to open a Family Resource Center in the Sunny Hills area. He said developers often contribute to public art and he believes they can also donate to the city's urban forest.

Chair Beard said she would like a full presentation from the Tree Planting subcommittee before a request for money goes to City Council. Mr. Williams suggested a study session between the CAC and the City Council for the first council meeting in January.

Commissioner Maglalang motioned, and Commissioner Rosario seconded, to hold a study session at the first City Council meeting in January. Motion carried unanimously.

There was discussion regarding memorial plaques for trees and Mr. Reliford suggested including this subject in the study session.

Commissioner Maglalang motioned, and Commissioner Leon seconded, to include the subject of memorial plaques at the study session in January. Motion carried unanimously.

### **B. Town Hall Meeting 2015 and Community Theme**

Mr. Reliford said the next Town Hall meeting is scheduled for December 2015 and recommended appointing a subcommittee to discuss the theme and begin planning for the event. Vice Chair Batilo and Commissioners Leon and Maglalang volunteered to be on the subcommittee.

Chair Beard said she has a binder full of information on the Town Hall meeting and will give it to the subcommittee members. This item will be discussed in January.

- XII. Adjournment** – Vice Chair Batilo moved, and Commissioner Rosario seconded, to adjourn the meeting at 8:40 pm to the next meeting of January 7, 2015. The motion carried unanimously.